DOCUMENT RESUME

ED 115 966 95 CE 005 862

AUTHOR Curry, Charles
TITLE A Compilation, Preparation and Distribution of Instructional Materials That Emphasize Positive Work Ethics. Final Report.
INSTITUTION Virginia Polytechnic Inst. and State Univ., Blacksburg. Div. of Vocational-Technical Education.
SPONS AGENCY Office of Education (DHEW), Washington, D.C.; Virginia State Dept. of Education, Richmond. Div. of Vocational Education.
REPORT NO VT-102-365
PUB DATE Jun 75
NOTE 14p.; For related annotated bibliography, see CE 005 587

EDRS PRICE MF-$0.76 HC-$1.58 Plus Postage
DESCRIPTORS Ethical Values; Instructional Materials; *Media Selection; National Surveys; Program Budgeting; *Program Development; *Work Attitudes

ABSTRACT

The document offers a brief overview of a project that surveyed 343 chairmen of college vocational teacher education departments, persons responsible for curriculum development centers, research unit coordinators, representatives of the national network for curriculum coordination in vocational education, State school superintendents, and State vocational education directors. The project's goal was to select media and gather instructional materials that stressed positive work attitudes and ethical values. The final report includes only the first phase of the research project, describing the procedure, completion dates, budget, results, and recommendations of this phase. Contact letters, survey instrument, and bibliography form are appended. (KN)

****
* Documents acquired by ERIC include many informal unpublished *
* materials not available from other sources. ERIC makes every effort *
* to obtain the best copy available. Nevertheless, items of marginal *
* reproducibility are often encountered and this affects the quality *
* of the microfiche and hardcopy reproductions ERIC makes available *
* via the ERIC Document Reproduction Service (EDRS). EDRS is not *
* responsible for the quality of the original document. Reproductions *
* supplied by EDRS are the best that can be made from the original. *
****

U S DEPARTMENT OF HEALTH,
EDUCATION & WELFARE
NATIONAL INSTITUTE OF
EDUCATION

THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL NATIONAL INSTITUTE OF EDUCATION POSITION OR POLICY

ED115966

A COMPILATION, PREPARATION AND DISTRIBUTION OF INSTRUCTIONAL MATERIALS THAT EMPHASIZE POSITIVE WORK ETHICS

Conducted Under Part C of Public Law 90-576

Project No. 230-11-008-133-848789-1

Prinicpal Investigator: Charles Curry, Instructor
Program of Agricultural Education
Division of Vocational-Technical Education
College of Education
Virginia Polytechnic Institute and
State University
Blacksburg, Virginia 24061

June 1975

CE 005 862

FOREWORD

This Final Report includes only the first phase of the research project titled A Compilation, Preparation and Distribution of Instructional Materials that Emphasize Positive Work Ethics. The objectives of the first phase of this project have been accomplished and the procedure, completion dates, budget, results and recommendations of this phase of the project are included herein.

VT 102365

CONTENTS

	Page
Project Procedure	1
Project Objectives and Completion Dates	3
Project Budget	4
Recommendations	5
Appendices	6

Project Procedure

In September of 1974 work was started to compile a list of names and addresses of persons who might identify instructional materials developed which emphasize positive work ethics. After considerable research a list of 343 names was compiled which included: heads of college vocational teacher education departments; persons responsible for curriculum development centers; coordinators of research units; representatives of the National Network for Curriculum Coordination in vocational education; state superintendents of schools; state directors of vocational education and those persons who had responded positively with work ethics materials to a search by the national network for curriculum coordination.

A letter (Appendix A) and a surveying instrument (Appendix B) were developed, with expert assistance, to gather information on existing instructional materials which emphasize positive work ethics. The letter and instrument were sent by mail to all 343 of the compiled names on December 2, 1974 with a self addressed stamped envelope enclosed. A follow up letter (Appendix C) along with an instrument and a self addressed stamped envelope was mailed to all those not responding to the first mailing on January 17, 1975. The following results were obtained:

Survey Mailing Results

Total Mailed	No. Returned 1st Mailing	Positive	Negative	No. Returned 2nd Mailing	Positive	Negative	Total Positive	Total Negative	Total Returned
343	129	56	73	113	50	63	106	136	242
							*34		
							140		

* Virginia Educational Media Center

Any respondant who sent information regarding instructional materials was considered a positive response, while any respondant who indicated that they knew of no such materials was considered a negative response.

In addition to the survey by mail,a search was conducted in the Virginia Educational Media Center in Richmond. An additional 34 instructional materials were located in this search.

These materials were reviewed and an attempt was made to include only those materials which dealt specifically with developing pride in good workmanship, job attainment and holding power, occupational decision-making, self-image, ethical conduct, career advancement, reasons for working, and potential job satisfaction. An attempt was also made to exclude those broadly based materials which might be more applicable to the concepts of career awareness, orientation, exploration or preparation and which did not deal specifically with the development of attitudes toward work.

An annotated bibliography (Appendix D) was prepared and 1500 copies were printed for distribution to vocational departments throughout the State.

This bibliography was designed for ease in reading to expedite the identification of instructional materials. These materials should help classroom teachers become more effective in teaching positive attitudes toward the world of work. Information for ordering each of the 56 instructional materials in this publication,along with a comprehensive description of each, is included in the bibliography.

Project Objectives and Completion Dates

Objective	Proposed Completion Date	Date Completed
1. To locate and obtain copies of existing instructional materials related to teaching pride in good workmanship, ethical conduct, and a realistic self-image	March 1, 1975	March 1, 1975
2. To evaluate, organize, and compile these materials into An Annotated Bibliography of Curriculum Materials in Vocational Education Related to Instruction in Work Ethics	June 10, 1975	June 10, 1975
3. To prepare additional instructional materials which add to the body of available information and fill the gaps where materials are limited	June 10, 1976	Phase II
4. To familiarize high school students within the state with a variety of forms of work ethics so that they will know and understand those that exist	September 1, 1977	Result of Project
5. To evaluate the efficacy of curriculum materials on the work ethic prepared for junior and senior high school vocational students	September 1, 1976	Phase II

Project Budget

Estimated cost of project: $10,965.00

Phase I, September 30, 1974 - June 10, 1975 - $4,000.00

Phase II, June 11, 1975 - June 10, 1976 - $6,965.00

Phase I

	Original Budget Breakdown	Actual Expenses
Clerical Supplies	250.00	200.00
Postage	250.00	150.00
Travel	400.00	145.20
Printing and Printed Material	1100.00	1904.80
Equipment Rental	300.00	0
Secretarial and Clerical	650.00	600.00
Laboratory Assistants	650.00	600.00
Director's Salary	400.00	400.00
TOTAL	$4000.00	$4000.00
VPI & SU Share	- 400.00	- 400.00
Federal Share	$3600.00	$3600.00

Recommendations

The project director and staff recommends that:

1. Each vocational teacher in Virginia be concerned with teaching positive work attitudes;
2. Each vocational teacher in Virginia review the annotated bibliography of instructional materials and purchase those materials which will be beneficial to his teaching;
3. The project be continued and additional instructional materials be developed which may be localized to the State of Virginia and which will fill the void areas in instructional materials development which will emphasize positive work ethics; and
4. An evaluative instrument be developed which will reliably measure students' attitudes toward work.

Appendix A

Division of Vocational-Technical
Education
College of Education
Virginia Polytechnic Institute and
State University
Blacksburg, Virginia 24061
December 2, 1974

Dear

Your cooperation is needed to conduct a study regarding instructional materials in the area of work ethics. One of the continuing objectives of Vocational Education is "to enable persons to exhibit pride in work well done, confidence and ability to perform and to develop a realistic self-image in relation to work in their chosen vocation."

In connection with a project which will aid in accomplishing the above objective, we are asking that you (or someone in your department, designated by you) respond by completing the attached instrument and return in the enclosed self-addressed envelope.

If you have more than one type of material that you feel will be appropriate for the study, please copy the enclosed instrument and send the information requested about each instructional material.

An annotated bibliography will be published to better facilitate the use of appropriate instructional materials developed in the area of work ethics. We will be most happy to send a copy of this publication to you upon its completion, if you so desire and note.

Thank you for your prompt response. Our deadline for response is December 15th.

Sincerely,

Charles Curry

Charles Curry, Project Director
Instructor, Vocational & Technical Education

Larry E. Miller

Dr. Larry Miller, Project Advisor
Assistant Professor
Vocational & Technical Education

[ ] Check here if you would like a copy of the completed bibliography.

Appendix B

WORK ETHIC

INSTRUCTIONAL MATERIALS SEARCH

TITLE OF MATERIALS	
DATE OF DEVELOPMENT AND/OR REVISION	
NAME OF DEVELOPER(S)	

SUBJECT OF MATERIAL: ☐ Pride in Good Workmanship ☐ Realistic Self-Image ☐ Why Work
☐ Getting and Holding a Job ☐ Ethical Conduct ☐ Job Satisfaction
☐ Occupational Choice ☐ Career Advancement ☐ Other

TYPE OF MATERIAL: ☐ Hardcopy _____ Pages (no.)
☐ Paper Bound _____ Pages (no.)
☐ Video Tape ___ ___ Minutes (no.) ( ) B & W ( ) Color ___ Size
☐ Film _____ Minutes (no.) ( ) B & W ( ) Color ___ Size (mm)
☐ Slides and Film Strips ( ) B & W ( ) Color; Audio: ( )Yes ( )No
☐ Audio Tapes ( ) Reel ( ) Cassette

INTENDED AUDIENCE: ☐ Regular ☐ Disadvantaged ☐ Handicapped ☐ Other _____ (Indicate)

TARGET LEVEL OF AUDIENCE ☐ Pre-K thru 3 ☐ 4-6 ☐ 7-8 ☐ 9-10 ☐ 11-12 ☐ 13-14 ☐ Adult
☐ Teacher ☐ Teacher Educator ☐ Administrator ☐ Other

FOR PROFESSIONAL USE: ☐ Teacher Educator ( ) pre-service ( ) in-service
☐ State Personnel ☐ Local Administrators ☐ Guidance Personnel
☐ Other _____ (Indicate)

IS SPECIALIZED TRAINING REQUIRED FOR OPTIMUM USE OF THESE MATERIALS? ☐ Yes ☐ No

IS MATERIAL COPYRIGHTED? ☐ Yes ☐ No

IF "YES" WILL PERMISSION BE GRANTED FOR DUPLICATION? ☐ Yes ☐ No

STIPULATIONS _____

PROVISIONS FOR ACQUIRING MATERIALS: _____

☐ Purchase (Unit cost $_____) ☐ Rent (Unit Cost $_____) ☐ Free

Other—Explain: _____

TO ORDER, PLEASE CONTACT: _____

_____

Descriptive Abstract

Directions: Please write a brief description of the content of the material indicated on the front side of this sheet. Please limit your description to the space provided.

Abstract Prepared in 1975

PERSON SUBMITTING ABSTRACT	
	NAME:
	AGENCY:
	ADDRESS:
	PHONE:

Appendix C

Division of Vocational-Technical
Education
College of Education
Virginia Polytechnic Institute and
State University
Blacksburg, Virginia 24061
January 17, 1975

Dear

Recently I mailed you a research instrument along with a cover letter seeking your cooperation in our Work Ethics Instructional Materials search.

To date your response has not reached my office. Perhaps your busy schedule has caused it to be set aside or someone else responded for you and we were unable to credit your response, so I'm enclosing another copy of all the materials. May I respectfully request that you complete the materials and return them. If you do not know of any appropriate instructional materials, please note and return the instrument.

This study should be helpful to you, and other vocational educators statewide and nationally. There are a total of 340 vocational educators nationwide being surveyed by this study.

Your effort in this regard will be greatly appreciated.

Sincerely,

Charles Curry

Charles Curry, Project Director
Instructor, Vocational & Technical Education

Larry E. Miller /sjg

Dr. Larry Miller, Project Advisor
Assistant Professor
Vocational & Technical Education

CC/elm

Appendix D

See:

Curry, Charles W., An Annotated Bibliography of Instructional Materials Which Emphasize Positive Work Ethics, Project Number 848789-1 Division of Vocational-technical Education, College of Education, Virginia Polytechnic Institute and State University, Blacksburg, Virginia, June, 1975.